

Jesse Brown VAMC Voluntary Service  
820 S. Damen Ave.  
Chicago, Il. 60612  
Phone: 312 569-6109/ FAX 312 569-6287

*Thank you for taking the opportunity to become a VA Volunteer! On behalf of the Jesse Brown VA Medical Center, we are delighted that you are interested in volunteering at our organization. Our mission is unique "To provide a structured Volunteer Program under the management of VA compensated employees in cooperation with community resources to serve America's Veterans and their families with dignity and compassion." With a unique mission, we also have unique volunteers who bring an abundance of compassion, energy, and spirit to our Veterans. Your decision to volunteer at the VA Medical Center will be very fulfilling and rewarding.*

#### HOW TO GET STARTED:

- Please pick up and complete your application and Sac (Special Agreement Check) from the Voluntary Service offices, Taylor bldg., Room 4245 from Monday thru Friday from 7am - 3:30 pm. The application only takes a few minutes to complete.
- The next step is to get fingerprinted. Please take the completed application and SAC form to our Human Resource Office, Taylor bldg., Room 4269. Fingerprinting is done Monday through Friday between 8am-11am, and again between 1pm-3pm. We recommend that you pick up your application keeping these times in mind!

#### THEN WHAT?

- Once you have been fingerprinted please return the completed application and fingerprint receipt to the Voluntary Service Office (Room 4245 Taylor).
- You will be notified when your fingerprints have returned and then you will be scheduled for the next available orientation that meets your schedule.

Thank you again for volunteering to serve our American Heroes!